

3 AUG 1978

MEMORANDUM FOR: Director of Central Intelligence

VIA: Deputy Director of Central Intelligence

FROM: John F. Blake
Deputy Director for Administration

SUBJECT: President's Interagency Task Force
on Women Business Owners

REFERENCES: (a) Memorandum for Heads of Departments
and Agencies, dated July 20, 1978

(b) Memorandum for The Heads of Departments and Agencies, from Jack Watson,
dated July 24, 1978

Sir:

1. Action Requested: It is requested that the attached memorandum be executed by you as Director of Central Intelligence and forwarded to Mr. Jack Watson.

2. Background:

In September 1977 a letter from Senator Humphrey requested Agency participation in a conference on "Measuring Progress in Female and Minority Federal Contracting," which was sponsored by the Economic Growth and Stabilization Subcommittee of the Joint Economic Committee of the U.S. Congress. A representative of the Agency did participate in that conference. A number of problems were surfaced during the conference discussions which are treated in some detail in a report provided as an attachment to reference (a).

Reference (a) transmitted a copy of a report prepared by the President's Task Force on Women Business Owners and requested that department and agency heads review recommendations therein and respond to the President through Mr. Jack Watson on steps that could be taken to implement the recommendations. The report recognized that many of the recommendations might not be applicable to a specific agency. The reference (b) memorandum extended the response date for comments to August 4 and indicated that budget impact statements would be needed in connection with responses by department and agency heads.

**SUBJECT: President's Interagency Task Force
on Women Business Owners**

3. Staff Position: The report by the President's Task Force on Women Business Owners includes 31 specific recommendations to the President. These recommendations have been reviewed and found to impact primarily on agencies and departments external to the Central Intelligence Agency. The Departments of Agriculture, Commerce, Defense, Energy; Health, Education and Welfare; Housing Urban Development, Interior, Labor, and Transportation, Federal Trade Commission, General Services Administration, National Science Foundation, and Small Business Administration are recommended as agencies and departments to participate in an interagency agreement to foster, promote and monitor resources, and provide technical assistance to women business owners. These named agencies and departments are very heavily involved and, undoubtedly, will experience a drain on resources. The CIA is only peripherally involved, primarily with regard to fostering a positive climate for woman-owned companies seeking to contract with the Agency. The second area of impact on the Agency will be the requirement to modify data bases for collection, storage and retrieval of information on progress in contracting with woman-owned business. While CIA does not report either general or specific information regarding its industrial contracts to parties external to the Agency, it would collect data which could be reported to oversight committees or to CIA management officials. As of this point in time, while there is considerable interest both in the executive and legislative branches with regard to improving opportunities for women-owned businesses, we know of no requirement, either through legislation or executive order, for immediate action on this subject. Probably the reports from the various agency and department heads on budget impact on the various recommendations will be a key ingredient in the President's decision on direction to implement all or part of the 31 recommendations included in the report by the Task Force.

4. Recommendation: It is recommended that no action be taken other than that requested in para. 1 of this memorandum, until such time as the recommendations of the President's Interagency Task Force on Women Business Owners have been fully considered by the President and further direction is given.

/s/John F. Blake

John F. Blake

Attachment

**SUBJECT: President's Interagency Task Force
on Women Business Owners**

Distribution:

Orig - Addressee

1 - DDCI

1 - ER

1 - Comptroller

2 - DDA *Subj* STATINTL

1 - OL Official

Originating Office:



**James H. McDonald
Director of Logistics**

8/3/78
Date

President's Interagency Task Force
on Women Business Owners

John F. Blake
Deputy Director for
Administration

OL 8 3518b

3 AUG 1978

25X1A Comptroller
[REDACTED] Headquarters

Jim:

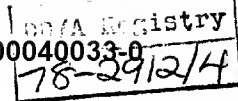
This memo is routed to you
for your information because
of a statement regarding
budget impact.

/s/ Jack

Jack

DDCI

DCI



7 AUG 1978

MEMORANDUM FOR: The Honorable Jack Watson
Assistant to the President for
Intergovernmental Affairs

SUBJECT: President's Interagency Task Force
on Women Business Owners

1. A memorandum from the Department of Commerce on July 20, 1978, provided a copy of the report prepared by the President's Task Force on Women Business Owners. That same memorandum requested that department and agency heads review the report's recommendations and respond to the President, through the addressee, on steps that could be taken to implement the recommendations. It recognized that various recommendations might not be applicable to a particular department or agency but asked that programs be identified that could be directed to assist women entrepreneurs. A subsequent memorandum from the addressee to heads of departments and agencies stated that budget impact statements would be required.

2. The Central Intelligence Agency participated in a 1977 conference on "Measuring Progress in Female and Minority Federal Contracting," which was sponsored by the Economic Growth and Stabilization Subcommittee of the Joint Economic Committee of the U.S. Congress. During that meeting a number of problems associated with female and minority Federal contracting were identified, such as an acceptable definition of what constitutes a woman-owned business. It is evident from the report provided to us that substantial progress is being made and that many of the identified problems are near solution. Recommendations included in the report have been reviewed by CIA for possible problems in implementation and impact on Agency resources. A key problem for us, which is recognized in several recommendations in the report, is the identification of those business entities which qualify as "woman-owned." At such time as woman-owned firms are identified, it will be possible to take affirmative action to include the names of such firms on bidder's list established by our various procurement components. A further problem is that our reporting systems and data bases for automated contract information systems will require modification to handle this new data element, i.e., number and value of contracts placed with woman-owned businesses.

**SUBJECT: President's Interagency Task Force
on Women Business Owners**

3. The principal contribution of this Agency would be in the marketing and procurement area and, after identification of woman-owned businesses, we can direct our contracting elements to make every possible effort to increase opportunities for woman-owned firms to compete for Agency contracts. Effort required to implement programs for CIA can be handled within existing resources. Other recommendations of the report are directed specifically toward other agencies, and we, therefore, do not anticipate any negative impact on CIA budget projections. A copy of the memorandum is being distributed to Ms. Cleherty at Small Business Administration to satisfy her request for budget impact information.

4. In closing, may I say that the Central Intelligence Agency commends the President's Interagency Task Force on Women Business Owners for a job well done.

15/ Frank C. Carlucci

STANSFIELD TURNER

cc: Ms. Patricia M. Cleherty
Small Business Administration

Distribution:

Orig - Addressee

1 - DCI

1 - DDCI

1 - ER


1 - Comptroller

~~2~~ - DDA

1 - OL Official

STATINTL

Originating Office:


James H. McDonald
Director of Logistics

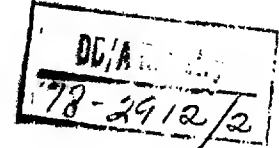
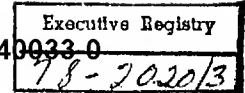
8/3/78
Date



OFFICE OF THE ADMINISTRATOR

Approved For Release 2002/01/24 : CIA-RDP81-00142R000500040033-0

U.S. SMALL BUSINESS ADMINISTRATION
WASHINGTON, D.C. 20416



JUL 26 1978

Admiral Stansfield Turner, USN
Director of Central Intelligence
Washington, D.C. 20505

Dear Admiral Turner:

The purpose of this letter is to ask that your Department or Agency prepare budget impact statements in connection with your response to the memorandum from the President dated June 10. In this memorandum, the President requested all Department and Agency heads to review the recommendations of the report of the President's Interagency Task Force on Women Business Owners and respond to him, through Jack Watson, within two weeks on steps that could be taken to implement the recommendations. The White House is now extending the deadline for response to August 4.

You may already have responded. You also may have included budget impact statements with your response, but it is important that budget impact statements be submitted separately to my office by August 4. The Office of Management and Budget (OMB) has requested that these be prepared by your budget officers or those who normally are responsible for preparing agency estimates of this type. These budget impact statements will be resubmitted to OMB prior to their submission to the President.

In connection with each recommendation affecting your agency, your response to it, and any other actions you propose, please submit a budget impact statement using the format enclosed. Thank you for your cooperation.

Sincerely,

Patricia M. Cloherty
Patricia M. Cloherty
Deputy Administrator

Enclosures



BUDGET IMPACT STATEMENT FORMAT

<u>Budget Authority</u>	FY 1978	1979	1980	1981	1982	1983
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Currently Available

1/ Available Through Reprogramming2/ Additional Appropriations Required

<u>Outlays</u>	FY 1978	1979	1980	1981	1982	1983
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Currently Available

1/ Available Through Reprogramming2/ Additional Appropriations Required

<u>Personnel</u>						
<u>Full Time Permanent</u>	FY 1978	1979	1980	1981	1982	1983

Currently Available

1/ Available Through Reprogramming2/ Additional Required

<u>Part Time and Temporary</u>	FY 1978	1979	1980	1981	1982	1983
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Currently Available

1/ Available Through Reprogramming2/ Additional Required1/ Provide narrative, explaining from which programs requisite funds and personnel will be transferred.2/ Provide narrative explaining method of determining requirements and need for additional appropriations or increases in personnel. In other words, please provide details of the assumptions underlying your estimates.

EXECUTIVE SECRETARIAT

Routing Slip

TO: *DDA*

		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	DD/RM				
4	DD/NFA				
5	DD/CT				
6	DD/A	✓			
7	DD/O				
8	DD/S&T				
9	GC				
10	LC				
11	IG				
12	Compt		✓		
13	PA				
14	D/EE0				
15	D/Pers				
16	AO/DCI				
17	C/IPS				
18	DCI/SS				
19					
20					
21					
22					

SUSPENSE DATE:

Remarks:

Note - 4 August

Executive Registry

78-2020/2

THE WHITE HOUSE

WASHINGTON

DD/A Registry

July 24, 1978

MEMORANDUM FOR THE HEADS OF
DEPARTMENTS AND AGENCIES

FROM: JACK WATSON *Jack Watson*

In a memo dated July 10, the President asked each of you to analyze the recommendations of the President's Interagency Task Force on Women Business Owners and report back to him, through me, within two weeks on the specific steps you are taking, or can take, to implement those recommendations.

We are extending the deadline for responses until August 4, because many of you did not obtain a copy of the report until a few days ago, and because it has become evident that budget impact statements will need to be submitted in connection with your responses.

You will receive a separate request and instructions for submitting the budget impact statements by August 4 from Ms. Patricia M. Cloherty, Deputy Administrator of the Small Business Administration, who will chair an Interagency Committee concerned with implementation of policy in this area.

Thank you for your cooperation.

THE WHITE HOUSE
WASHINGTON

July 24, 1978

DD/A Registry

78 29/12/1

MEMORANDUM FOR THE HEADS OF
DEPARTMENTS AND AGENCIES

FROM: JACK WATSON

DD/A Registry

File Pers-11

In a memo dated July 10, the President asked each of you to analyze the recommendations of the President's Interagency Task Force on Women Business Owners and report back to him, through me, within two weeks on the specific steps you are taking, or can take, to implement those recommendations.

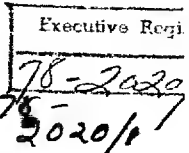
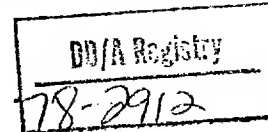
We are extending the deadline for responses until August 4 because many of you did not obtain a copy of the report until a few days ago, and because it has become evident that budget impact statements will need to be submitted in connection with your responses.

You will receive a separate request and instructions for submitting the budget impact statements by August 4 from Ms. Patricia M. Cloherty, Deputy Administrator of the Small Business Administration, who will chair an Interagency Committee concerned with implementation of policy in this area.

Thank you for your cooperation.



UNITED STATES DEPARTMENT OF COMMERCE
Office of the Secretary
Washington, D.C. 20230



July 20, 1978

MEMORANDUM FOR HEADS OF
DEPARTMENTS AND AGENCIES

DD/A Registry
File *Personnel-11*

FROM: The Task Force on Women Business Owners

Enclosed is a copy of the report prepared by the President's Task Force on Women Business Owners. In a memorandum dated July 10, the President requested that Department and Agency Heads review the report's recommendations and respond to him, through Jack Watson, within two weeks on steps that could be taken to implement the recommendations.

DD/A Registry
78-2912

Although the report's recommendations may not be specific to your Department or Agency, the Task Force would appreciate an identification of programs within your agency that could be directed to assist women entrepreneurs. Such a report should be sent to Jack Watson.

The President has established an Interagency Council under the directorship of Pat Cloherty, Deputy Administrator of the Small Business Administration (SBA), to develop an overall administrative policy on women's business enterprises. Your input would enhance that government-wide effort.

If you have any questions, please contact Ronnie Feit, Special Assistant to the Deputy Administrator of SBA, at 652-6074.

Thank you for your attention and assistance.

Enclosure

31 July - suspense - D/O Action
Extended 3 Aug



SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM	
UNCLASSIFIED	CONFIDENTIAL SECRET

OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	EO/DDA	8/1	Z
2			
3	A/DDA	1 AUG 1978	W
4			
5	DDA	2 AUG 1978	B
6	Reg - subj cc		

<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> PREPARE REPLY
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> DISPATCH	<input type="checkbox"/> RECOMMENDATION
<input type="checkbox"/> COMMENT	<input type="checkbox"/> FILE	<input type="checkbox"/> RETURN
<input type="checkbox"/> CONCURRENCE	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> SIGNATURE

Remarks:

CC: Action copy handcarried to
D/OL - 8/1/78 se
Suspense: 3 Aug

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.

DATE

UNCLASSIFIED	CONFIDENTIAL	SECRET
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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

President's Interagency Task Force
on Women Business Owners

FROM:

James H. McDonald
Director of Logistics

EXTENSION

NO.

OL 8 3518a

DATE

3 AUG 1978

TO: (Officer designation, room number, and building)

EO/DDA

8/3

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

DDA

Headquarters

2.

DDA

3.

4.

5.

Sybil - for Handcarry to
Compt.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

Jack:

I believe the memorandum attached, which has been prepared for your signature, is self-explanatory. A third memorandum from Patricia Cloherty of Small Business asks that a copy of a budget impact statement be provided directly to her. A copy of the memo from the DCI to Jack Watson, which includes a disclaimer on budget impact, is intended to satisfy that request.

Jim

Att

Suspense: 4 Aug -- Must be
in ER by COB, 3 Aug.